

**GOVERNMENT OF PAKISTAN
MINISTRY OF TEXTILE INDUSTRY
TEXTILE COMMISSIONER'S ORGANIZATION**

TENDER NOTICE

Sealed bids are invited under Rule 36-A (single stage one envelope procedure) of the PPRA rules 2004 from well reputed firms/suppliers for supply of Office Stationery, Miscellaneous items, Computer Stationery, Computer Hardware and Furniture for the financial year, 2016-17, according to the following terms and conditions. The tender documents containing detailed information and list of items to be purchased are available in the office of undersigned which can be collected during office timings or may be downloaded from following website:-

(<http://www.tco.com.pk>)

NECESSARY INSTRUCTIONS FOR THE BIDDERS

- Specifications & Standard/Quantity of items, terms & conditions of supply have been given in the Tender Documents which can be viewed on the website www.tco.com.pk as well as on PPRA's website www.ppra.gov.pk
- Firms must submit bids separately for each i-e Stationery items, miscellaneous items, Computer Stationery, Computer Hardware & Furniture on tender document.
- The tender should be accompanied by a call deposit receipts/pay order @ 2% of the total quoted value for each tender as earnest money in the name of Textile Commissioner's Organization. Moreover, the successful bidders shall furnish performance security 5% in Stationery Items, Computer Stationery, Misc. Items, Computer Hardware & Furniture of the procure items. The security shall remain with this department for a period of One Year.
- The bids/offers contrary to the specifications mentioned in the tender document will be turned down.
- Quality can be increased or decreased or dropped at the time of placement of confirmed purchase order.
- The bidders will have to supply attested photocopies of valid GST registration number as well as their company profile.
- The bids should be dropped in tender box within 15 days after the publication by 1030 hours that will be opened at 1200 hours on the same day in the presence of representatives of the firms who may wish to be present.
- The successful bidder/bidders would supply items within 15 days after the issuance of supply order by TCO, Karachi.
- Textile Commissioner's Organization, Karachi reserves the right to reject all or any tenders as per PPRA Rule 33(1).

(Farid Ullah Khan)

Assistant Director (Admn)

2nd Floor Kandawala Building, M. A Jinnah Road, Karachi

Phone No: 021-99215075, 99215083 Fax 99215014

TENDER DOCUMENT

Detail of Items with Specifications			
LIST OF STATIONERY ITEMS			
S.#	NAME OF ITEMS	UNIT PRICE inclusive all Taxes	REQUIRED
			QUANTITY
1	GUM STICK (UHU 21 GMS)		60 PC
2	POST IT PAD 3 X 5 (Noble Spiral)		24 PC
3	RULLER SCALE 12" (STAINLESS STEEL)		12 PC
4	SHARPENER (STEEL)		60
5	STAPLER MACHINE (Deli No.0307 Deli Group Co Ltd)		48
6	STAPLER PIN (L&S) (Dollar)		4 Packet
7	WHITE FLUID WITH THINNER (PELIKAN /EQUIVALENT)		48
8	WHITE FLUID PEN (Pelican)		36 PC
9	Attendance Register		-
10	SCOTCH TAP (L&S) (Spider Brand)		60 PC
11	ERASER (PELICAN)		48 Pcs
12	NOTE SHEET (A4 SIZE IMPORTED)		30 Pcs
13	PUNCH DOUBLE (DINGLI DL -8250)		60 PC
14	PAPER CUTTER (Dollar)		6 PC
15	REGISTER 12" (Royal Advance)		18 PC
16	SUMMARY PAPER A-4 80 GM AA/Equivalent		100 Rim
17	SCISSORS 9" NORMAL QUALITY		6 PC
18	CALCULATOR (LARGE) (CASIO-Original)		06 PC
19	CALCULATOR (SMALL) (CASIO-Original)		06 PC
20	POINTER (Dollar) (Blue, Black, Green)		250 PC
21	Plastic Folder		03 Packet
22	Small Stapler Machine (Deli Group Co. Ltd)		06 PC
23	Small Stapler Pin (Deli No.0307)		60 PC
24	Box File		60 PC

Detail of Items with Specifications			
S.#	LIST OF MISC. ITEMS	Unit Price inclusive all Taxes	REQUIRED
			QUANTITY
1	AIR FRESHNER 300 ML (Perfect)		60
2	INSECT KILLER 400 ML (Mortin)		12
3	BROOM 400 GMS (PHOOL)		12
4	DUST BIN PLASTIC LARGE		12
5	DUSTER (COTTON LARGE SIZE)		72
6	DUSTER (YELLOW LARGE)		72
7	ENERGY SAVOR 24 VOLT PHILIPS		48
8	PHENYLE LIQUID (CONCENTRATED)		24
9	SOAP 85 GMS SMALL (LUX)		48
10	SURF (Surf Excel) 100 GMS		60
11	TISSUE PAPER (ROSE PETAL LARGE Deluxe)		60
12	TISSUE ROLL (ROSE PETAL SMALL)		36
13	LIQUID HAND WASH		18
14	VIM SMALL		12
15	BUKET PLASTIC SUP		03
16	COTTON MOP (3-Dori Heavy)		24
17	TOILET BRUSH (HEAVY)		06
18	Toilet Cleaner Harpic/Equivalent		12
19	WALL CLOCK		08
20	Artificial Plant large size		06
21	Wall Calendars		12
22	Battery Cell AAA		60
23	Telephone Index		06
24	Air Fresher Automatic Dispenser Refill		12
25	Door Closer Spring		06
26	Water Filter		02
27	Carpet Door Mates		12
28	Horizontal Blinds (as per design & specification in TCO)		03
29	Carpet Synthetic with underlay foaming (Heavy) (As per design & specification in TCO)		
	<u>Room-I</u> 26'x16'		01
	<u>Room-II</u> 26'x12'		01
	<u>Room-III</u> 13'x13'		01
	<u>Room-IV</u> 8'x8'		01
	<u>Room-V</u> 8'x8'		01
	<u>Room-VI</u> 8'x8'		01
	<u>Room-VII</u> 12'x11'		01

	<u>Room-VIII</u> 12'x11'		01
30.	KNIFE		06
	As per design & Specifications in TCO		
31.	WATER GLASS		24
	As per design & Specifications in TCO		
32.	Electric Cattle Kenwood		01
	As per design & Specifications in TCO		
33.	FORK		12
	As per design & Specifications in TCO		
34.	BOWL		06
	As per design & Specifications in TCO		
35.	RICE DISH		04
	As per design & Specifications in TCO		
36.	BOWL SPOON		06
	As per design & Specifications in TCO		

(3)

Detail of Items with Specifications			
S.#	LIST OF COMPUTER STATIONERY	Unit Price inclusive all taxes	REQUIRED
			Quantity
1	PANASONIC KX-FL-422 CX Fax Machine Toner		06
2	Photocopier Toner (Cannon Image Runner 2520)		03
3	HP LASER JET 1102 toner		06
4	HP Laser jet Pro 400 M40La		03

(04)

No	LIST OF COMPUTER HARDWARE	REQUIRED	UNIT PRICE INCLUDING GST
		Quantity	
01	HP LaserJet 1102 Printer/Equivalent Print from USB device With Warranty	03	
02	Desktop PC Dell Optiplex 3040MT or Equivalent Core i3 Processor 6100 3.7 GHZ (6 TH Generation) 4 GB DDR3 RAM 500GB SATA Hard Drive Keyboard, Mouse Branded With Warranty	03	
03.	LED 19” Samsung or Equivalent 1600x900 resolution VESA-mountable design 10,000,000:1 dynamic contract ratio Energy Saving Eco Mode Windows 8 certified compliance With Warranty	03	

(5)

S.No	LIST OF FURNITURE ITEMS	REQUIRED	UNIT PRICE INCLUDING GST	Total
		Quantity		
01	Office Table 5x3 with Side Rack Top inset panel in Dard Brown (Wooden) color with brown glass Base in (Dark Brown) stain matt finish As per design & Specifications in TCO	03		
02	Visitor Chair with Arm (Cushioned) Structure/seat and back made of solid wood finished. Seat and back cushioned with sofa cloth/Rexene. As per design & Specifications in TCO	09		
03.	Revolving Chair (High Back) Hydrolic Shesham Wood Farm As per design & Specifications in TCO	03		
04.	Steel File Cabinet Four drawers lockable As per design & specifications in TCO	03		
05.	Staff Chairs As per design & Specifications in TCO	12		

(b)

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(SIGNATURE & STAMP OF BIDDER)
Address with Telephone, Fax No. & Account No.

(c)

UNDERTAKING
(On Rs.100 Stamp Paper)

(To be furnished by the bidders alongwith quotations)

Rate of items detailed in the list will be valid for the current financial year 2016-17 with reference to the advertisement appeared on department's website "www.tco.com.pk" as well as on PPRA's website "www.ppra.gov.pk" on _____.

2. We shall abide by all terms and conditions of tender and maintain the quality/standard for tendered items according to the samples/specifications provided with the tender for supply, against the orders placed upon the firm, from time to time during the said period to the Textile Commissioner's Organization, Karachi failing which, our contract will be liable for cancellation, the security forfeited and the firm will be liable to disqualify for entering into future tendering/questioning with this Department for a period of three years.

3. If our firm/firms and our inventories are not found established on permanent footing as determined by the physical verification of the purchase committee, the quotation/tender will be cancelled.

Name of owner

Stamp of Firm

GOVERNMENT OF PAKISTAN
MINISTRY OF TEXTILE INDUSTRY
TEXTILE COMMISSIONER'S ORGANIZATION

TC/Gen6(1)2010

2nd Floor, Kandawala Building,
M. A. Jinnah Road,
Karachi, 16th January, 2015.

Subject: **TENDER NOTICE**

Please find enclosed herewith Tender Notice including Tender Documents for uploading on website of Public Procurement Regular Authority (PPRA). Last date of submission of Bid is 15 days after publication on PPRA Website.

(Faridullah Khan)
Assistant Director
Ph: 021-99216324

Mr. Rizwan Mehmood,
Assistant Director-II
Public Procurement Regulatory Authority
Cabinet Division
Islamabad.